

Attention:

The new CAC Login mandate for internal AF websites requires AF user to update the user's profile before gaining access to websites.

UPDATE USER ACCOUNT INFORMATION

1. Log into WMS 2.0 at <https://wmsweb.afncr.af.mil/wms/>
2. You will be prompted for your CAC card credentials to login (your PIN)
3. Click ACCOUNTS
4. Click MY PERSONAL INFORMATION
5. Verify their PERSONAL INFORMATION is correct. If so, Click SAVE. If not, make necessary changes and SAVE.

REQUEST ORGANIZATIONAL (1846) ACCOUNT Pre-Requisite:

All users that will be associated to an 1846 account must complete the steps above in UPDATE USER ACCOUNT INFORMATION prior to submitting 1846 REQUEST.

1. Click ACCOUNTS
2. Click MY ACCOUNTS (if not already displayed)
3. Click REQUEST 1846
4. Fill out 1846 REQUEST form (see help for instructions)
5. Click SAVE
6. Print 1846 REQUEST FORM. Route for proper signatures. Fax or email (digitally signed form only) to the AFPDC. AFPDC fax number: DSN 584-4629 or Comm 410-687-3799 AFPDC e-mail address: afdpo-afpdc-service@pentagon.af.mil
7. AFPDC will review hardcopy with data entered in system and approve/disapprove account.